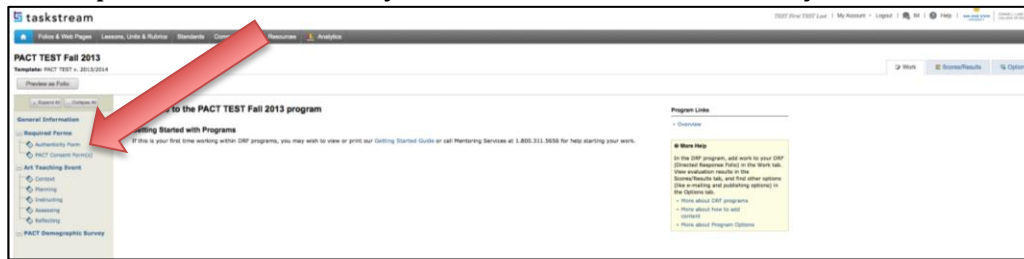
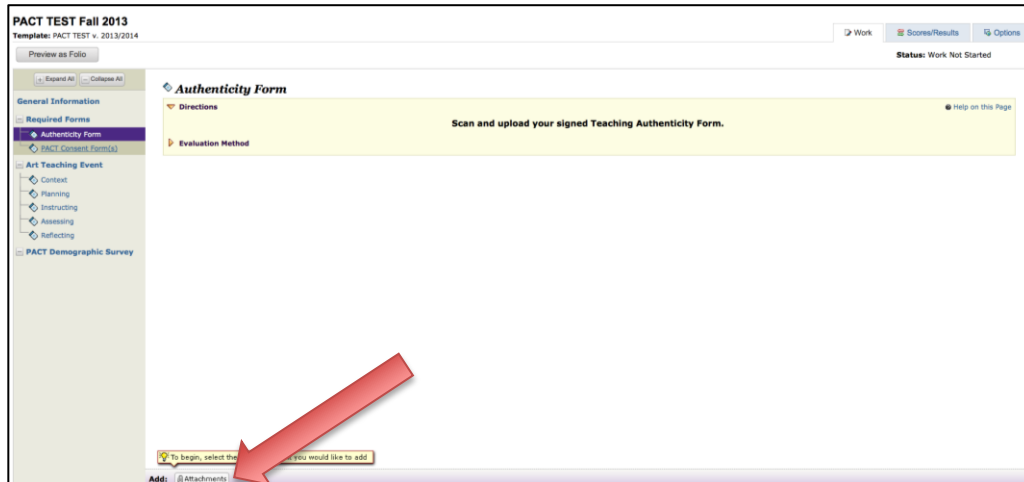


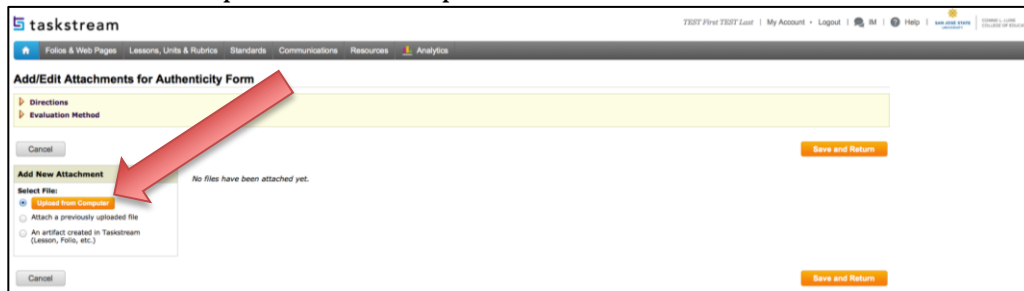
7. To upload the Authenticity Form click on the Authenticity Form link.



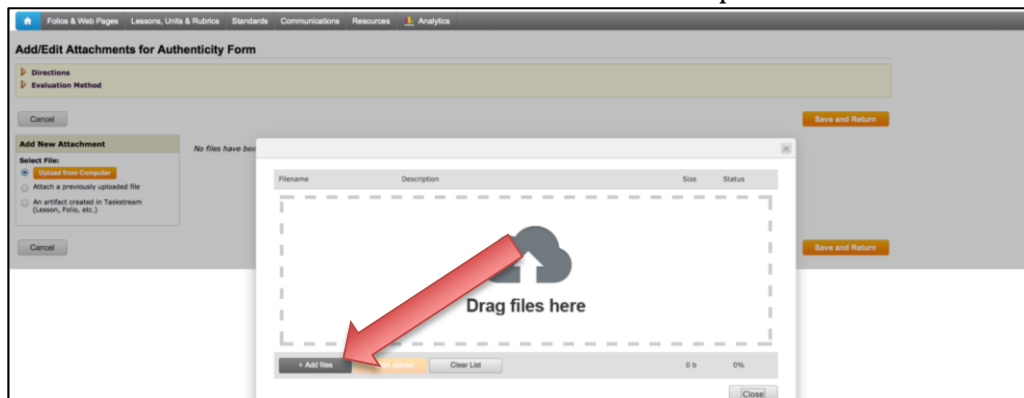
8. Click on the Attachments button.



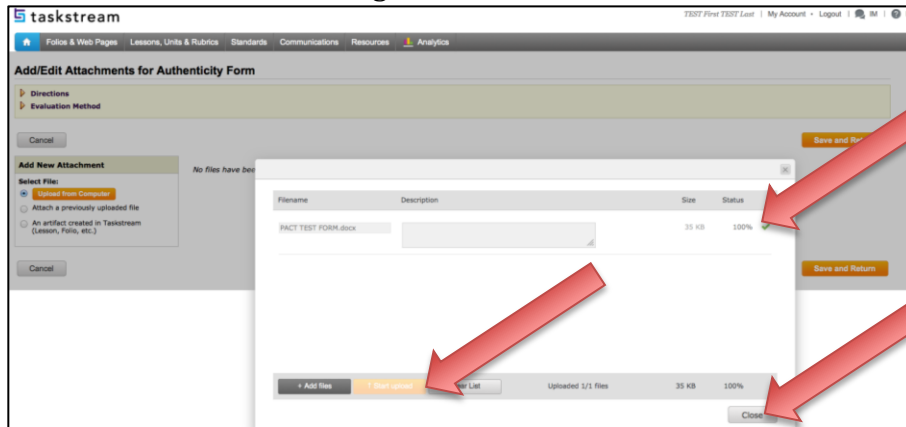
9. Click on the Upload from Computer button.



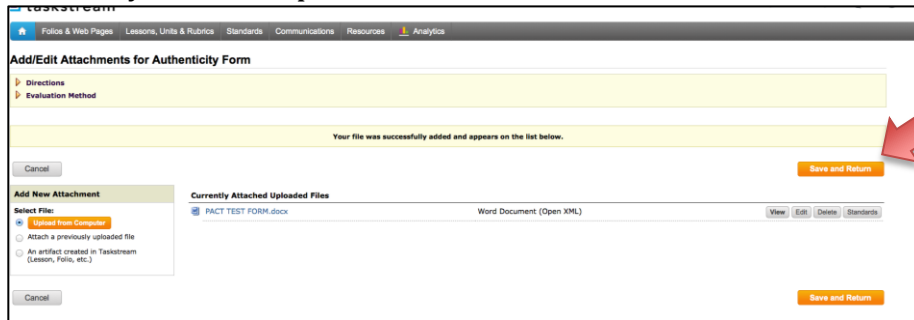
10. Click on the Add files button to select the file to upload.



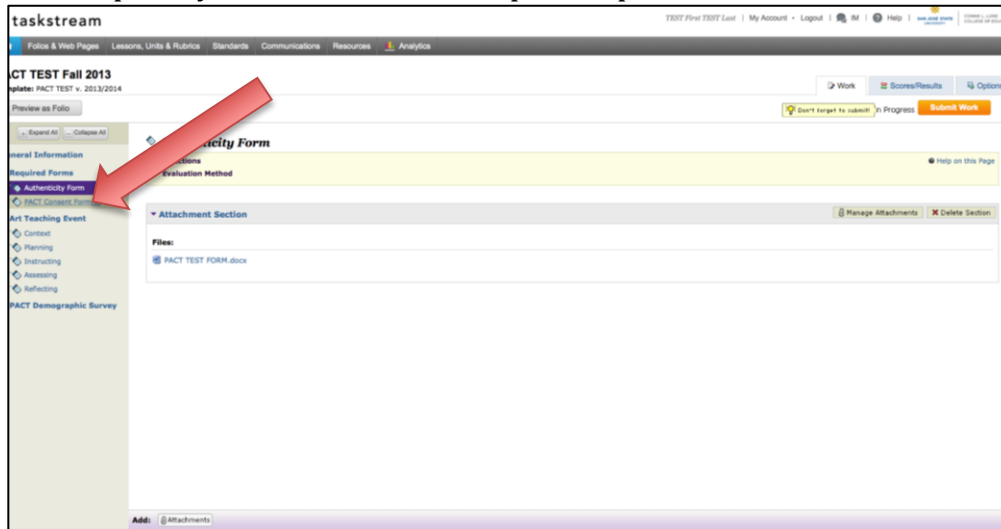
11. Once your file has been selected then click the Start upload button.
12. Wait for the Status to signal 100% then click close.



13. Once your file is uploaded then click Save and Return.



14. To upload your Consent Forms repeat steps 7 to 13.



15. For the Context requirement please follow the instructions in the yellow area.

The screenshot shows the 'taskstream' interface for 'PACT TEST Fall 2013'. The left sidebar has a 'Context' option highlighted with a red arrow. The main content area is highlighted in yellow and contains the following text:

Context for Learning

What Do I Need to Do?
See the Candidate Handbook for complete instructions.

In TaskStream:

- To complete the Form and to respond to the Commentary prompts, click on the "Form" button at the bottom of the screen to open the form. When finished, click the "Save and Return" button.

Evaluation Method

Form: PACT - Art - 1. Context Form v. 2010

Please complete this form as part of this requirement.

To begin, select the type of content you would like to add.

Add: Form Attachments

16. For the Planning requirement please follow the instructions in the yellow area.

The screenshot shows the 'taskstream' interface for 'PACT TEST Fall 2013'. The left sidebar has a 'Planning' option highlighted with a red arrow. The main content area is highlighted in yellow and contains the following text:

Planning (Planning Instruction & Assessment)

What Do I Need to Do?
See the Candidate Handbook for complete instructions.

In TaskStream:

- To attach documents, click on the "Attachments" button at the bottom of the screen. Browse for the relevant document on your computer. When you have located the appropriate document, click the "Add File" button. You may consider using the "Describe File" text area to provide appropriate citations. Repeat the process for each file you wish to add. (NOTE: if you are attaching copies of textbook pages or other such materials, you will need to scan them first to convert them to a digital file).
- To complete the Form and to respond to the Commentary prompts, click on the "Form" button at the bottom of the screen to open the form. When finished, click the "Save and Return" button.

Evaluation Method

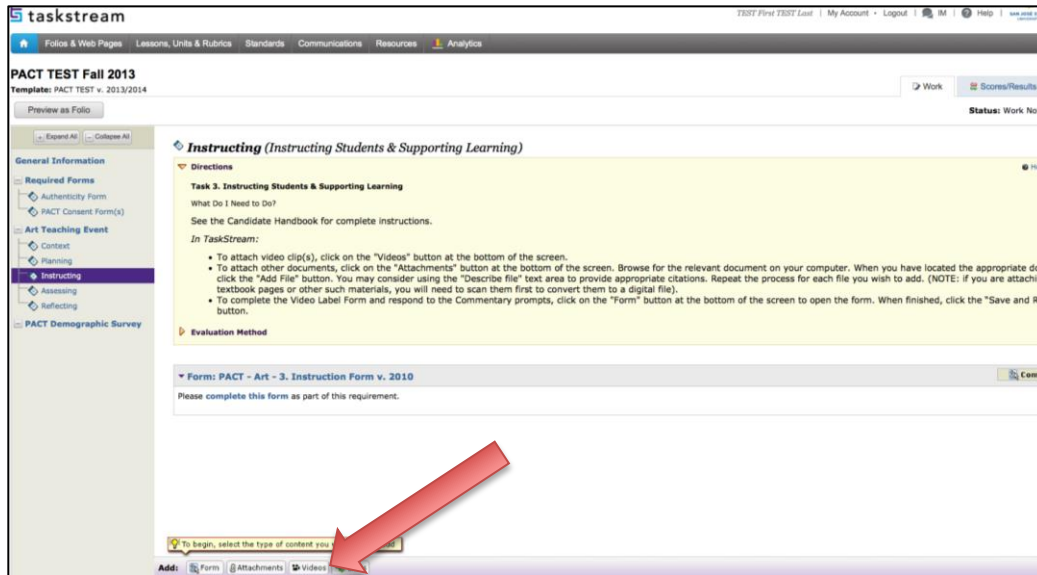
Form: PACT - Art - 2. Planning Commentary Form v. 2010 Complete Form

Please complete this form as part of this requirement.

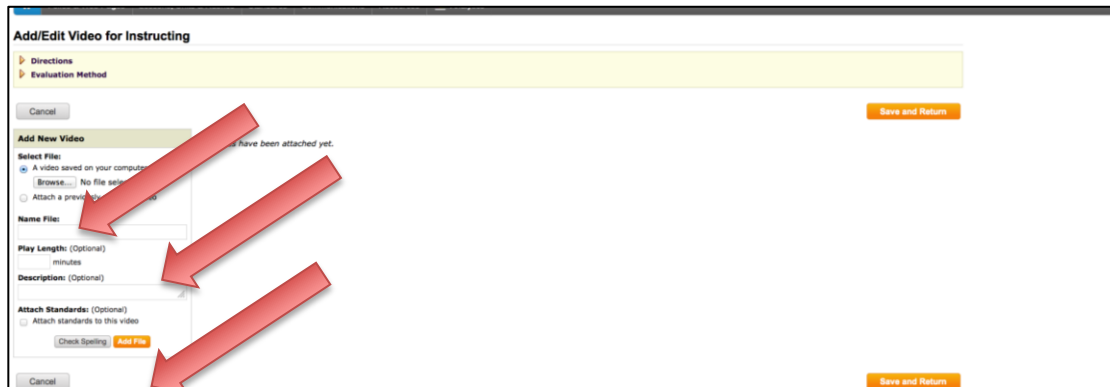
To begin, select the type of content you would like to add.

Add: Form Attachments Links

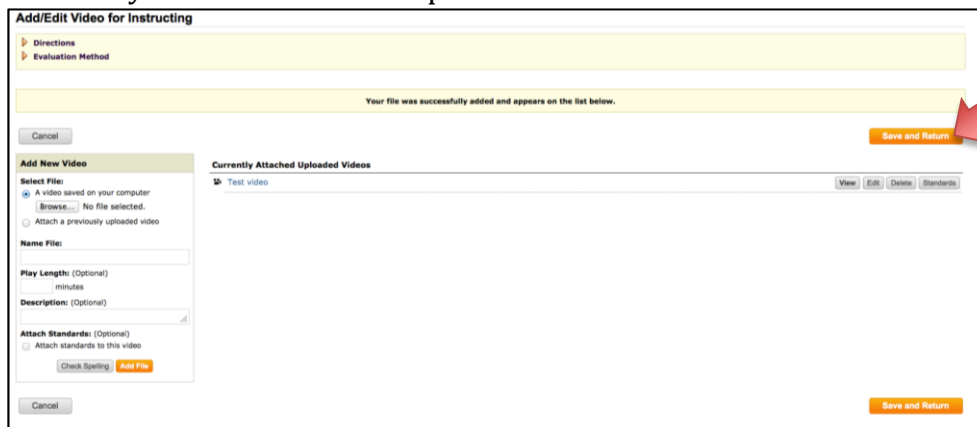
17. For the Instructing requirement you are required to upload your PACT video.
18. Click on the Video button.



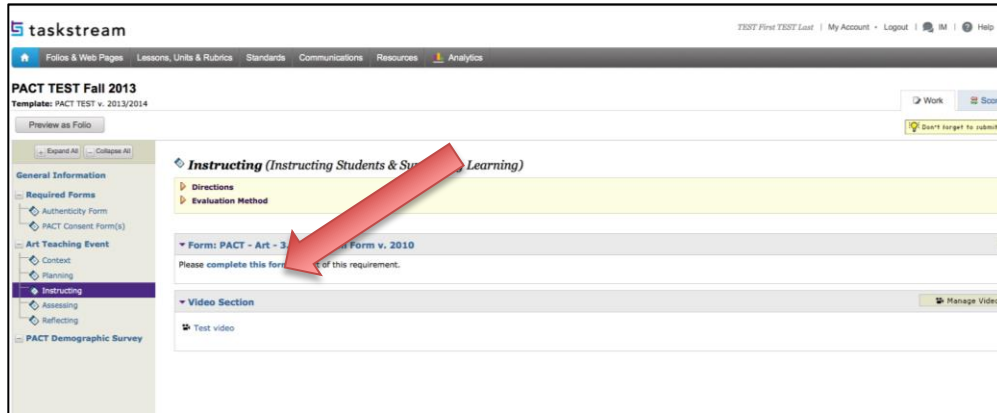
19. Click on the Browse button and search for your video file.
20. Name the file.
21. Click Add File.



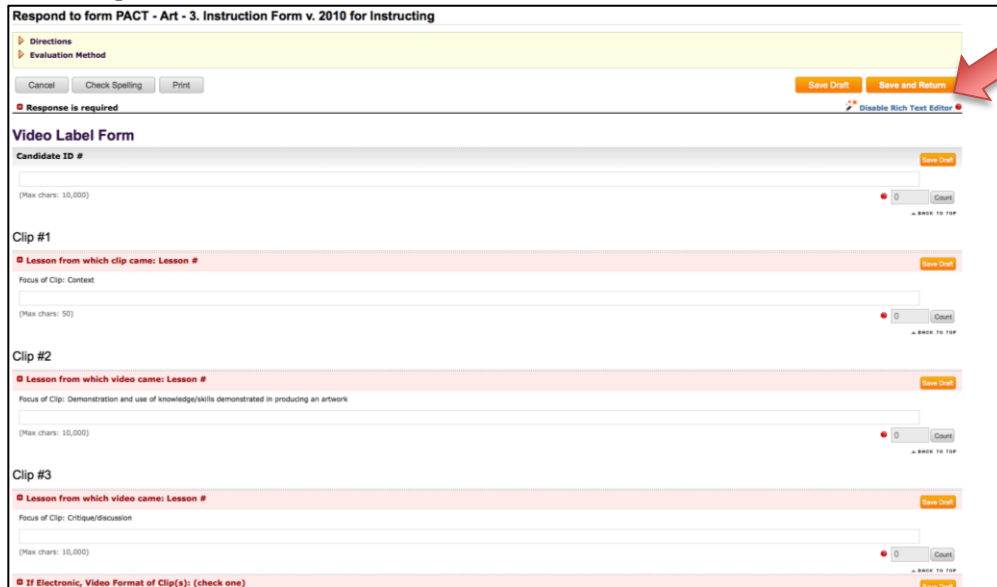
22. Once your video has been uploaded click Save and Return.



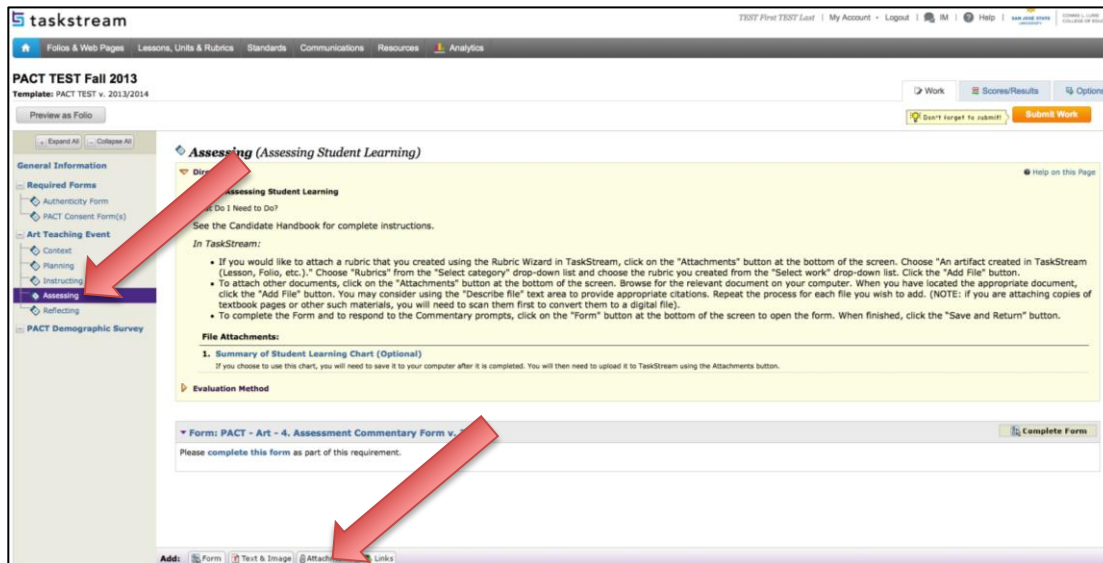
- 23. The second part for the Instructing requirement is to complete the Video Label Form.
- 24. Click on the complete this form link.



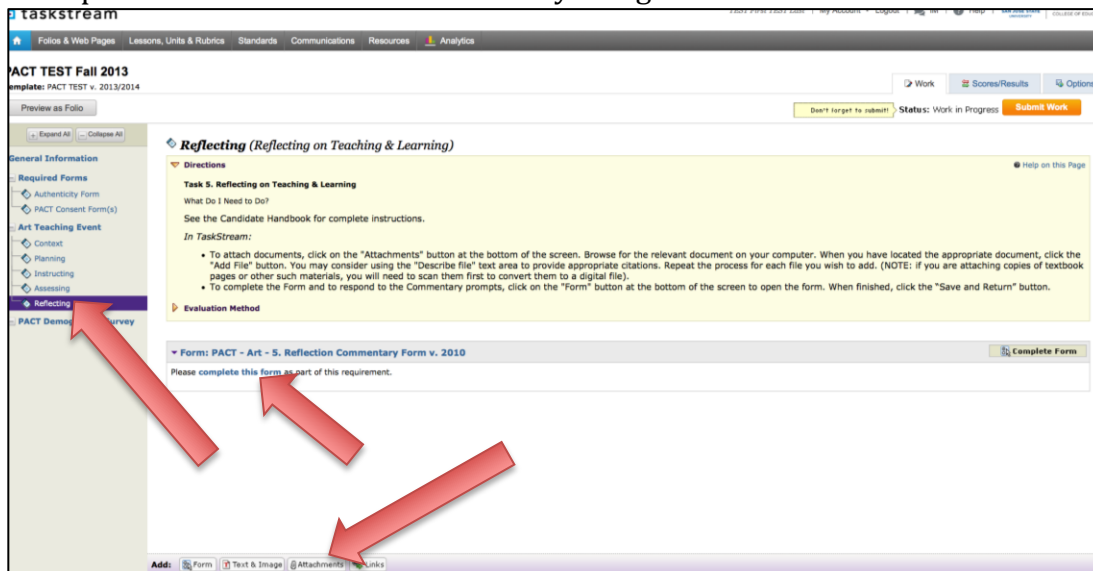
- 25. Complete the Video Label Form and then click Save and Return.



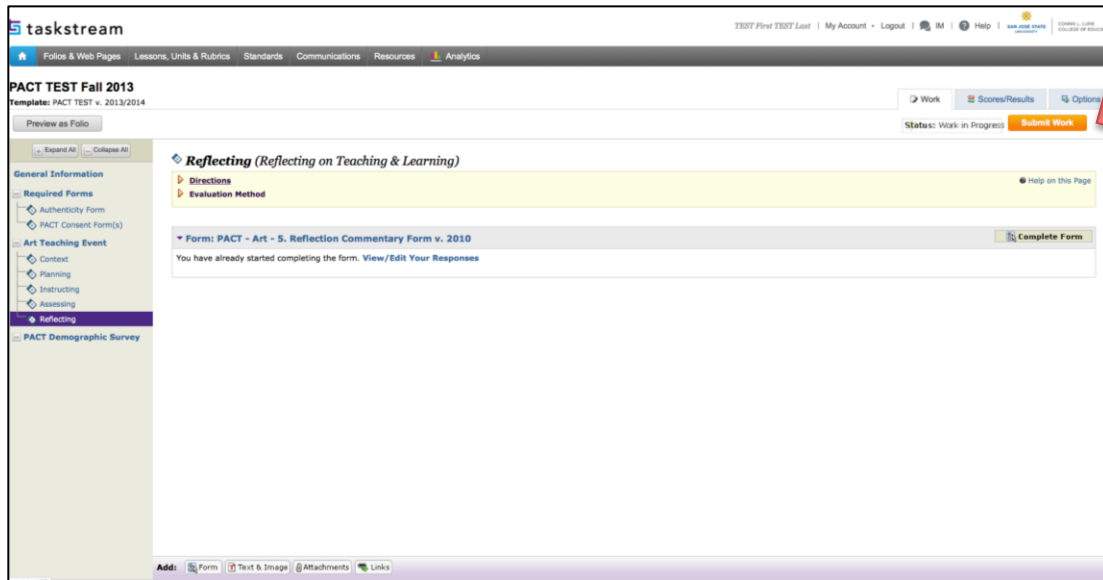
26. For the Assessing requirement please follow the instructions in the yellow area.
27. You will use the Attachments link to upload the rubric and other documents you created.



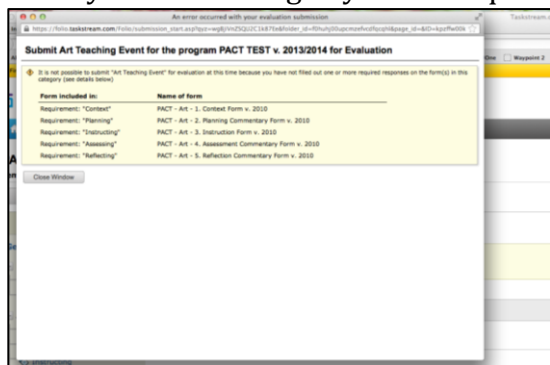
28. For the Reflecting requirement please complete the Reflection Commentary Form by click on the complete this form link. Then click Save and Return.
29. Upload other documents if needed by using the Attachments button.



30. Once you have completed uploading your documents, videos and the online forms click on the Submit Work button.



31. If you are missing any of the requirements you will see the following window:



You will then need to go back and fill in the appropriate tasks and click Submit Work.